

**GREENVILLE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
Minutes of the Regular Meeting
Conducted by Teleconference
April 26, 2021**

Present: Mr. Brian Aufmuth, Ms. Laura Baker, Mr. Kenneth Baxter, Mr. Tommy Hughes, Mrs. Deryl Paradis, Mr. William Pinkston, and Mr. S. Allan Hill, presiding.

Absent: Mr. Dick Jensen, Mrs. Glenda Julian, Mr. Joe Poore, and Mr. Dan Wooster

Managers Present: Don Allen, Accounting Manager; Karen Allen, Youth Services Manager; Greg Hester, Operations Manager; Jerry Osteen, Information Technology Manager; Jimmy Wooten, Community Engagement Manager; Beverly James, Executive Director; and Jill Cornwell, Administrative Projects Manager, acting as Recording Secretary.

CALL TO ORDER

Mr. Hill called the meeting to order at 12:04p.

APPROVAL OF MINUTES

Mr. Hill asked for corrections or additions to the draft minutes from the Regular Board of Trustees Meeting of March 22, 2021. Ms. Baker requested that a statement she made about the Strategic Plan Survey be clarified in the minutes. Following Ms. Baker's comments, Mrs. Cornwell read aloud proposed new wording for a sentence in the Executive Director's Report, under the FY21-22 *Strategic Operations Plan* heading:

CHANGE FROM:

"She added that the timing of the surveys to Library staff and Board prevented input surrounding the racial unrest in mid-2020."

TO:

"She added that the timing of the survey likely impacted the level of input from trustees and that it was a particularly difficult time for some."

With Ms. Baker's approval of the proposed revision, Mr. Aufmuth moved to accept the minutes with Ms. Baker's requested revision. Mr. Hughes seconded. All were in favor and the motion carried.

FINANCE COMMITTEE REPORT

Proposed FY22 Budget

Mr. Baxter referred to the *Proposed FY22 Budget* included in the meeting packet and called for questions. Mrs. Paradis requested a verbal overview which Mr. Allen provided. He explained that new items being requested were included in the proposed budget and stated that the total cost of the items was significant due to several major facilities-related projects being anticipated. Mr. Allen noted that a portion of the Library System's healthy Operating Fund Balance would help support the proposed budget. He also mentioned that the projected income from property taxes was based on a conservative value of the Greenville County FY22 mil.

Mr. Hill inquired about the \$100,000 being proposed for parking lot/sidewalk modifications for the Taylors Branch. Mr. Hester provided information about a parking space that includes a storm drain. Since the storm drain cannot be removed, restriping will allow the layout of several spaces to be adjusted so that the drain will not fall within any parking space. He also noted the majority of the funds being requested is to correct the grade of several spaces and the slope of a walkway that is out of compliance with current building standards. Mr. Hester also added that these items met the building code that was in effect when the lot was constructed in 2005. Per

the Greenville County Building Official, this condition is considered *existing non-conforming* but the modifications are not required. A similar situation exists in the Anderson Road parking lot, however, the area affected is much smaller.

Mr. Aufmuth moved to remove \$100,000 for Taylors Branch from the Building Maintenance and Repair line item and to remove the \$35,000 for Anderson Road parking lot. Mr. Hughes seconded. Following discussion, the motion was amended by Mr. Aufmuth to remove \$100,000 for the Taylors Branch parking lot and \$35,000 for Anderson Road Branch parking lot from the Building Maintenance and Repair line item, and instead add \$8,000 for Anderson Road parking lot seal coating/restriping and \$8,000 for the Taylors Branch parking lot seal coating/restriping. This would increase the number of parking lots scheduled to be coated and striped in FY22 from three to five. Mr. Hughes seconded. Without further discussion, the motion carried.

Mr. Baxter then moved on behalf of the Finance Committee to approve the Proposed FY22 Budget as amended. Ms. Baker also moved, Mr. Aufmuth seconded. All were in favor and the Proposed FY22 Budget was approved as amended.

Proposed Designated Fund Balance Items

Mr. Baxter referred to the *Proposed Designated Fund Balance Items* list included in the meeting packet, and called for questions. Ms. James noted that the purpose of designating funds for future use was to be sure funds would be available so more expensive items could be incorporated into an operating budget when needed. Following questions, Mr. Baxter moved on behalf of the Finance Committee to approve the Proposed Designated Fund Balance Items list as presented and asked those in favor to indicate in the affirmative. All were in favor and the motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Ms. James called on Mr. Hester who provided an update on the renovation project in the Circulation/Youth Services staff work area of the Main Library. He reported the project was ahead of schedule with cubicles scheduled for delivery on Wednesday of that week.

Mrs. Cornwell provided an update on the refurbishment of the Hollingsworth-Magill Globe at the Main Library, reporting that Fine Art Conservation Group had completed the cleaning of the globe on April 15th and that staff would be reviewing more color samples prior to the second phase of the project which included painting of the marine areas.

Ms. James reported that the quarantine period for returned materials was scheduled to end effective May 5th.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

With no further business, Mr. Hill asked for a motion to adjourn. Mrs. Paradis so moved. Ms. Baker seconded. All were in favor and the meeting adjourned at 1:14p.

S. Allan Hill
Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary